

## ICW Case Review Implementation Plan

Region 5

Period covered 2010-2013

Implementation Plan				Progress Report
Goals/Objectives	Activities	Expected Outcome	Lead Staff and Target Date	Progress notes
<b>Inquiry of Indian Status</b>				
<b><i>Question 1: Improve efforts to ask the father/Indian custodian and/or the paternal relatives to discover the child's American Indian, Alaska Native, or Canadian Indian status. (Last measure 62%)</i></b>	<p>At intake – Intake social workers will search ACES, DOH, Barcode for possible identified fathers.</p> <p>Inquire about the status of the father at FTDM's, 30 day case conferences, CPT's, shared planning meeting and during 100% monthly case review.</p> <p>Follow up with courts to inquire as to whether judges ask the family whether they have any NA heritage during court hearings.</p> <p>Identify a consistent way to document active efforts.</p>	<p>Improve percentage of compliance to 75% by documenting active efforts workers are making to locate and engage fathers.</p>	<p>ICW lead and ongoing efforts by all CPS, CFWS and FVS Supervisors.</p>	

	<p>Staff will participate in the upcoming Fatherhood Forum: Engaging/Finding Father's training. Training information will be shared with CA staff which will also include introducing staff to local relative search workers.</p> <p>Supervisors will ensure that status of father is updated in FAMLINK – maintain person page.</p>	<p>Workers will improve search efforts and engagement skills.</p> <p>Updated Information will be in FAMLINK .</p>	<p>Catalyst for Kids is conducting the training. CA staff attending are Cherrie Druffel (PE Resource Unit Supervisor) and Betsy Rodgers (PE Area Administrator) who will conduct local training for CA staff.</p> <p>All Supervisors and Social Workers.</p>	
<p><b>Question 3: Improve the percentage of inquiry letters sent to ALL identified Tribes or the BIA to determine the child's Indian status. (Last measure 65%)</b></p>	<p>NAID training.</p> <p>Explore what other regions are doing who have a higher compliance rate to consider adopting other ways that will</p>	<p>All staff are trained to ICW requirements at the very least once a year in September .</p> <p>Improve percentage of compliance to 75% by documenting NAID active efforts.</p>	<p>NAID Workers, NAID Supervisor(s), Regional ICW lead.</p> <p>NAID/Intake Area Administrator by 10.31.2010</p>	<p>Bremerton training occurred on 6/8/10. PE and PW training occurred on 6/30/2010.</p>

	<p>improve our NAID process.</p> <p>Social Workers will submit NAID packets to ICW Supervisor in each office over the next 6 months. ICW Supervisors will take lead in reviewing the NAID packets to ensure packets are complete. ICW supervisors will return incomplete packets to the submitting Social Worker's Supervisors for follow up and timely re-submission.</p>	<p>CPS, FVS and CFWS Supervisors will be trained and involved in the review process to improve the quality of the packets being submitted the first time so they are processed more timely. The long-term goal is to phase out ICW CFWS supervisors being the only ones reviewing the packets once all CPS, CFWS and FVS supervisors are trained to do this.</p>	<p>CPS, FVS, CFWS Social Workers and Social Work Supervisors.</p>	
<p><b><i>Question 4: Improve the percentage of Tribal notification within one working day of discovery of the Tribes identity. (Last measure 41% )</i></b></p>	<p>Yearly Training.</p> <p>Specific training be provided to CPS/Intake staff.</p> <p>Intake will institute a process in which the intake worker notifies the tribe if the tribe is known at the time of intake and documents this and call all</p>	<p>All staff are trained to ICW requirements at the very least once a year in September .</p> <p>Improve percentage of compliance to 60% by documenting notification of to tribes within one working day.</p>	<p>NAID Workers, NAID Supervisor(s), Regional ICW lead.</p> <p>Intake AA and Intake Social Workers.</p>	

	<p>identified tribes.</p> <p>Random review of at least 4 intakes per month.</p> <p>Obtain an updated list of federally recognized tribes to provide to staff and intake.</p> <p>Random review of 2 cases per month.</p>	<p>Improve consistency of asking NAID questions on all intakes and documenting those active efforts.</p> <p>Information will be readily available to intake and other staff in order to contact the tribe by phone when the specific tribe is known at the time of intake or at any time thereafter.</p> <p>Improve consistency of asking NAID questions monthly throughout the life of the case up until NAID is either ruled in or out and documenting</p>	<p>Intake Supervisors will review intakes and randomly select intakes in which the tribe was known at the time of intake and provide a copy to the Regional ICW Lead who will review the intake and check if the tribe was notified timely via FAMLINK documentation.</p> <p>Intake, CPS, FVS, CFWS, FVS Supervisors and AA's.</p> <p>CFWS and FVS Supervisors.</p>	
--	---	--	---	--

		those efforts.		
<b>Dependency</b>				
<b><i>Question 22: Improve the 15 working day notification to the child's Tribe, Band or Nation or the BIA for all court hearings. (Last measure 10%)</i></b>	<p>Ensure notice to tribes of upcoming court hearings and active efforts are documented in the "Tribal Contact" section by asking social workers during 100% monthly case reviews of upcoming hearings and whether the tribe was notified or not. If so, is it documented? If not, discuss follow up needed.</p> <p>Random review of the electronic case files to ensure compliance in this area via "tribal contact" case note documentation.</p> <p>Explore the use of form 09-541.</p>	<p>Improve consistency to 50% of providing notification to the tribe at least 15 days prior to the court hearing on all court involved cases throughout the life of the case and improve documentation of efforts.</p>	<p>CFWS Social Workers and Supervisors.</p> <p>ICW Lead</p>	

